

**Indiana State Board of Registration for Professional Engineers
Indiana State Board of Registration for Land Surveyors**

The application must be completed and postmarked by:

January 2 for the *April examination* **July 1** for the *October examination*

Please remember to return your supplemental information sheet with your completed packet (if required). Only complete applications are presented to the Board and must include the following criteria:

Engineering Intern/ Surveyor-In-Training

- _____ All areas of the application must be completed.
(*You only need to notarize your application if you answer “YES” to questions 2 through 5 on the background questions.*)
 - _____ 3 reference letters in sealed envelopes. Reference letters need to be in a sealed envelope with a signature placed across the back and forwarded to the applicant.
 - _____ Original photograph (*taken within the past 8 weeks.*)
 - _____ Original copy of the transcript(s)/or **evaluation of foreign degree**. This information is to be sent directly from the college/university or the evaluating agency.
 - _____ Supplemental form (**for Non-ABET accredited programs; technology degrees and foreign degree applicants**)
 - _____ **\$100.00 EIT/SIT** application fee. (*Fees are non-refundable and non-transferable*) Please make all checks payable to Indiana Professional Licensing Agency
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Professional Engineer/ Land Surveyor

- _____ All areas of the application must be completed.
(*You only need to notarize your application if you answer “YES” to questions 2 through 5 on the background questions.*)
- _____ Original photograph (*taken within the past 8 weeks.*)
- _____ **\$300.00** exam application fee or **\$500.00** comity fee for Engineers and Land Surveyors. (*Fees are non-refundable and non-transferable*) Make all checks payable to Indiana Professional Licensing Agency (IPLA)
- _____ Verification(s) from the state where you passed your exam(s) and all states where you hold or held licensure.
- _____ 5 references, of which 3 must be from Professional Engineers/ Professional Land Surveyor sent with the application. Reference letters need to be in a sealed envelope with a signature placed across the back and forwarded to the applicant.
- _____ Original copy of the transcript(s)/ or **evaluation of foreign degree**. This information is to be sent directly from the college/university or the evaluating agency.
- _____ Supplemental form (**for Non-ABET accredited programs; technology degrees and foreign degree applicants**)
- _____ Original Part III answer sheet for Engineer comity applicants. The questions and answer key can be found on-line at <http://www.in.gov/pla/2741.htm>.

***It is your responsibility to complete and submit a complete application with fees.
A partial application will not be considered for evaluation and/or examination.***